

City of West Lafayette, Indiana
Board of Public Works and Safety
MINUTES

April 19, 2016
8:30 a.m.
Morton Community Center
Multi-Purpose Room

Members present were Bradley L. Cohen, Brooke E. Folkers, Thomas J. Kent, and Jonathan C. Speaker. Clerk Sana G. Booker presided.

1. APPROVAL OF MINUTES

a. April 12, 2016 Meeting

Ms. Folkers moved to accept the minutes of the April 12, 2016, Board of Works meeting. Mr. Kent seconded the motion.

The motion was adopted.

2. NEW BUSINESS

a. Quote Acceptance: Traffic Paint Quotes – Street

Street Commissioner Payne requested to table this item for one week. He explained that there was some information provided to him yesterday, and he needs to look further into that before proceeding.

Mr. Speaker moved that the quote acceptance be tabled. Mr. Cohen seconded the motion.

The motion was adopted.

b. Bid Notice: 2016 Street Resurfacing – Engineering

Engineering Assistant Garrison stated that with all of the other projects going on, the street resurfacing project will be small this year. The project will focus on a couple of areas in the north area of the City. It will be strictly asphalt re-milling and resurfacing this year. He requested approval to move forward with this bid request, and noted that it will also be going through the Redevelopment Commission meeting tomorrow as there is some TIF funding involved.

Mr. Kent moved that the bid notice be approved. Ms. Folkers seconded the motion.

The motion was adopted.

c. Hires: Intern – Andrea Kaufman and Jacob Boesch – Engineering

Assistant City Engineer Susong explained that each summer the Engineering Department hires two interns to do tasks such as traffic counts and survey projects. He requested approval to hire Andrea Kaufman and Jacob Boesch at a rate of \$11.00 per hour, effective May 9, 2016.

Mr. Speaker moved that hires of Andrea Kaufman and Jacob Boesch be approved. Mr. Kent seconded the motion.

In response to a question from Clerk Booker, Assistant City Engineer Susong stated that he does work with Human Resources when hiring interns.

Mr. Kent asked if the interns are Purdue students.

Assistant City Engineer Susong responded that they are. He stated that given proximity to the campus, there is a large pool of students who are interested in internships. He stated that we are fortunate, and it is a good value for us.

The motion was adopted.

d. Promotion: Assistant Chief – John Irr – Fire

Fire Chief Heath stated that with the retirement of Assistant Chief Jeff Holder in February and Captain Terry Jones last week, the Fire Department has gone through a promotions process. He explained that the process includes oral interviews, scenario testing, written testing, and then seniority plays a very small roll. Through this process with Human Resources, he stated that we have identified John Irr to be promoted from Captain of A-Shift to Assistant Chief of B-Shift. He requested approval for the promotion, effective April 23, 2016, with a bi-weekly salary of \$2,565.81.

Mr. Cohen moved that the promotion of John Irr be approved. Mr. Speaker seconded the motion.

The motion was adopted.

e. Promotions: Captain – Jeff Need and Jeff Richards – Fire

Chief Heath requested that Jeff Need be promoted from Lieutenant to Captain, with a move to B-Shift. He also requested the same promotion for Jeff Richards, who will stay on C-Shift. The bi-weekly salaries for each will be \$2,424.75, effective April 23, 2016.

Mr. Speaker moved that the promotions of Jeff Need and Jeff Richards be approved. Mr. Kent seconded the motion.

Mr. Cohen asked Chief Heath to explain the various shifts.

Chief Heath responded that the Department works three rotating shifts: A, B, and C. The firefighters work a 24-hour shift starting at 7:00 a.m. During a 27-day payroll cycle, each shift works nine days.

The motion was adopted.

f. Promotions: Lieutenant – Drew Fellure and Edward Morris – Fire

Chief Heath requested that Drew Fellure be promoted from Sergeant of B-Shift to Lieutenant on C-Shift, and that Edward Morris be promoted from Sergeant on C-Shift to Lieutenant on A-Shift. The bi-weekly salaries for each will be \$2,329.46, effective April 23, 2016.

Ms. Folkers moved that the promotions of Drew Fellure and Edward Morris be approved. Mr. Speaker seconded the motion.

g. Promotions: Sergeant – Brian Harshbarger and James Redd – Fire

Chief Heath requested approval to promote Brian Harshbarger from Hoseman on A-Shift to Sergeant of B-Shift, and that James Redd be promoted from Hoseman to Sergeant, effective April 23, 2016. The salary for this position increases by an annual lump sum payment of \$452.65. He explained that the Sergeant is a different type of position in our Department. The Sergeant is paid this way because he does not hold that rank every day; he is typically a Hoseman who fills in when the other officers are on vacation. He stated that they have a lot of responsibility, but it is just not every day.

Ms. Folkers moved that the promotions of Brian Harshbarger and James Redd be approved. Mr. Cohen seconded the motion.

The motion was adopted.

h. Claims

i. AP Docket	\$245,087.15
ii. AP Docket	\$369,632.22
iii. PR Docket	\$559,696.59

Mr. Cohen moved that the claims be approved. Mr. Speaker seconded the motion.

There were no questions or comments about the claims.

The motion was adopted.

i. Informational Items

i. Legal Budget & Expenses – Controller

There were no questions or comments about the listing.

ii. Park Board Dockets

There were no questions or comments about the listing.

iii. Purchasing Card Transactions

There were no questions or comments about the listing.

j. Other Items

► Engineering Assistant Garrison stated that there are not a lot of changes in the various projects since last week. He stated that Happy Hollow Road is moving along with no new issues, and they are planning to finish the cut wall next week. He reported that the Sagamore Parkway project is causing some problems, and we are putting in an inquiry to the State to see if there is anything that can be done to open things up during the evening rush hour. He stated that we will see if there is anything we can do on our end to get things moving better. He reported that the Northwestern flyover, across Sagamore Parkway, will have some more closures this week. He reported that there will be some curb installation as part of the daycare, which will involve lane closures with flaggers.

Mr. Kent stated that he lives on Happy Hollow Road, and he and some neighbors are wondering about the level of the multi-path at the bottom of the hill. He asked if it is going to be on the same level as the road, or if it will be in a depression.

Mr. Garrison responded that it will stay at the same level. The wall height will depend on how steep the slope is in each area, but the path itself should stay similar to the same level as the curb.

BOARD OF WORKS MINUTES, April 19, 2016, CONTINUED

► Parks Superintendent Fawley reported that there will be a meeting today to present the results of the Master Plan Survey. The first reveal was at a meeting last night. She stated that she is feeling good about the results. She reported that next Thursday and Friday we will be building a playground with volunteers at Cumberland Park near the north shelter. She reported that the Mor'Danc'n Recital is on April 30, 2016, at Loeb Playhouse in the Stewart Center.

3. ADJOURNMENT

There being no further business to come before the Board, Mr. Speaker moved that the meeting be adjourned, and Clerk Booker adjourned the meeting.